



# Town of Groton - Public Works

134 Groton Long Point Rd  
Groton, CT 06340-4394  
Public Works  
Administration  
(860) 448-4083

## Meeting Minutes

### Permanent School Building Committee

**Chairman Rick DeMatto, Robert J. Austin-LaFrance, Robert K. Frink, Richard Monteiro and David Russell**

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Thursday, January 5, 2012

7:00 PM

Town Hall Annex - Community Room 1

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**1. ROLL CALL**

Members Present: Chairman Rick DeMatto, Robert K. Frink, Richard Monteiro and David Russell

Members Absent: Robert J. Austin-LaFrance

*Staff present: Rick Norris, Project Manger - School Building and Wes Greenleaf, Director of School Buildings and Grounds, GPS*

*The meeting was called to order at 7:00pm by Chairman DeMatto.*

**2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS**

*None.*

**3. APPROVAL OF MINUTES**

**a) December 1, 2011**

*A motion was made by Mr. Frink and seconded by Mr. Russell to accept the meeting minutes of December 1, 2011 as written. The motion carried unanimously.*

**4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)**

**(a) PSBC Members**

*A motion was made by Mr. Russell and seconded by Mr. Monteiro to thank Linda Martin, Administrative Assistant for the Department of Public Works for her service to the Committee and welcome Colleen Quattromani, Office Assistant II, also of the Department of Public Works back to the Committee.*

**(b) Staff**

*Mr. Norris provided the Committee with a copy of the window verification test report together with the Director of Public Works's memo. The PSBC discussed the results and future actions.*

*Mr. Greenleaf reported on the Grant status for each of the three schools, (spreadsheet attached), and the Committee discussed the results.*

*Mr. Greenleaf updated the Committee on future plans to close the Fitch Middle School. Fitch's 1,032 student population will be relocated to West Side Middle School and Cutler Middle School. The newly distributed student population will result in an average classroom size of 21 students. The Board of Education will approach the Town Council for a supplemental appropriation to do the required work to accommodate the new student population.*

*Mr. Greenleaf discussed the New School Facilities Survey with the Committee. the Committee asked that further review of the New School Facilities Building be put on the Agenda for the PSBC meetings under Lessons Learned.*

**5. RECEIPT OF SUBCOMMITTEE REPORTS**

*None.*

**6. UNFINISHED BUSINESS****P-2011-0001 Define Project Oversight Responsibilities**

*The group discussed the PSBC roles and responsibilities and asked for the earlier Lessons Learned Document to be sent to the Committee. The Committee will have one additional work session on the PSBC responsibilities.*

**P-2011-0004 Board of Education Vision Committee**

*None.*

**7. NEW BUSINESS**

*The next meeting of the PBSC will be Thursday, February 2, 2012.*

**8. OTHER BUSINESS**

*None,*

**9. ADJOURNMENT**

*The meeting adjourned at 8:47 pm.*